



FmHA AN No. 2703 (1910)
December 4, 1992

SUBJECT: Credit Bureau Reports

TO: State Directors, District Directors, and County
Supervisors

PURPOSE/INTENDED OUTCOME:

The purpose of this Administrative Notice (AN) is to notify field offices that the Federal Credit Reform Act of 1990 placed stringent funding limits on program loan cost expenses. As a result, program loan cost expense funds are now appropriated and cannot be exceeded without certain penalties, i.e., Anti-Deficiency Act Violation. Credit Reports are considered a program loan cost expense item and funding for these services are limited by program based on recoverability. The intended outcome is to ensure credit report funds are appropriately monitored and controlled.

COMPARISON WITH PREVIOUS AN:

There have been no previous ANs issued on this subject.

IMPLEMENTATION RESPONSIBILITIES:

Each program area has been assigned a Program Authority Code (PAC) which will be used when ordering credit reports. The PAC Codes are:

Farmer Program Loan Processing = F1Y1 (Recoverable)
Farmer Program Loan Servicing = F2Y1 (Nonrecoverable)
Single Family Housing Loan Processing = S1Y1 (Recoverable)
Single Family Housing Loan Servicing = S2Y1 (Nonrecoverable)
Multi-Family Housing Loan Processing = M1Y1 (Recoverable)
Multi-Family Housing Loan Servicing = M2Y1 (Nonrecoverable)

EXPIRATION DATE: September 30, 1993

FILING INSTRUCTIONS:
Preceding FmHA
Instruction 1910-A

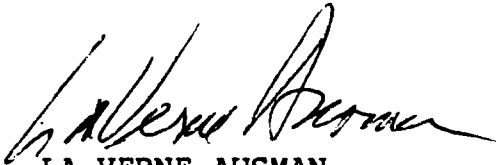


Effective December 15, 1992, County Offices are authorized to order only from credit report contractors listed below (Exhibit A of FmHA Instruction 1910-B is being revised). Each of the contractors has four (4) order numbers to specify the appropriate PAC, which determines the program affected and its recoverability. They are listed below.

| CONTRACTOR | ORDER NUMBER | PAC CODE |
|---|----------------|----------|
| Accurate Credit and Collection Services Masonic Temple Building Rm. 304 Olean, New York 14760 Telephone: (716) 372 1001 | 45-3157-3-0023 | F1Y1 |
| | 45-3157-3-0024 | F2Y1 |
| | 45-3157-3-0018 | S1Y1 |
| | 45-3157-3-0013 | S2Y1 |
| Credit Bureau Reports, Inc. P.O. Box 36403 Houston, Texas 77036 Telephone: 1-800-733-3431 | 45-3157-3-0009 | F1Y1 |
| | 45-3157-3-0005 | F2Y1 |
| | 45-3157-3-0019 | S1Y1 |
| | 45-3157-3-0014 | S2Y1 |
| Credit Resources Inc. 999 McBride Avenue P.O. Box 540 West Patterson, New Jersey 07420 Telephone: 1-800-247-2365 | 45-3157-3-0010 | F1Y1 |
| | 45-3157-3-0006 | F2Y1 |
| | 45-3157-3-0020 | S1Y1 |
| | 45-3157-3-0015 | S2Y1 |
| Equifax Services, Inc. P.O. Box 4081 1600 Peachtree Street Atlanta, Georgia 30302 Telephone: (404) 870-2615 | 45-3157-3-0012 | F1Y1 |
| | 45-3157-3-0007 | F2Y1 |
| | 45-3157-3-0021 | S1Y1 |
| | 45-3157-3-0016 | S2Y1 |
| LIDA Credit Agency, Inc. 450 Sunrise Highway Rockville Centre, New York 11570 Telephone: (516) 678-4644 | 45-3157-3-0011 | F1Y1 |
| | 45-3157-3-0008 | F2Y1 |
| | 45-3157-3-0022 | S1Y1 |
| | 45-3157-3-0017 | S2Y1 |
| Dun & Bradstreet Federal System 2700 South Quincy Street Suite 250 Arlington, Virginia 22206 Contact: Bob Musitano Telephone: (703) 824-8383 | 41-3157-3-0057 | F1Y1 |
| | 41-3157-3-0047 | F2Y1 |
| | 41-3157-3-0059 | S1Y1 |
| | 41-3157-3-0058 | S2Y1 |
| | 41-3157-3-0059 | M1Y1 |
| | 41-3157-3-0058 | M2Y1 |

When processing order tickets for credit report service, County Supervisors will follow the procedures outlined in Section 1910.60 of FmHA Instruction 1910-B. In addition to this Instruction, the County Supervisor will identify the program area and determine the recoverability of the credit report and record the appropriate order number and PAC code in the signature block on the order ticket.

The number of credit reports ordered for each program area will be tracked by the Finance Office in St. Louis, Missouri. Should you have any questions, please contact Mike Hill, Program Support Staff at (202) 720-9619.



LA VERNE AUSMAN
Administrator

Sent by Time Delay Option to States at 1:00 p.m. on 12/10/92 ; to Districts at 3:00 p.m. on 12/10/92; and Counties at 8:00 a.m. on 12/11/92 by GSS.